

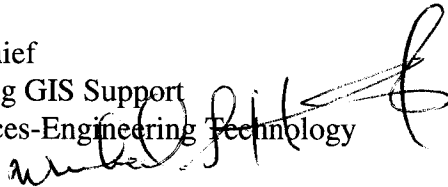
Memorandum

*Flex your power!
Be energy efficient!*

To: DESIGN QUALITY MANAGEMENT BOARD
CADD COORDINATORS
DISTRICT OFFICE ENGINEERS

Date: September 24, 2003

From: MICHAEL S. HONNOLD, Chief
Office of CADD & Engineering GIS Support
Division of Engineering Services-Engineering Technology



Subject: CADD Standards Update

With the release of MicroStation J in May of 2002, several CADD standards were changed and updated to clarify and expedite the electronic submittal process. These changes and updates have been taught and discussed in the Plans Preparation Manual training, MicroStation classes, and with district personnel involved in PS&E delivery. These changes are currently being incorporated into the CADD Users Manual, Plans Preparation Manual and the Standard Plans.

The Department's desire to stay current with electronic (computer) data has increased the importance of handling electronic data as it relates to engineering design project deliverables. How these files are submitted, stored, archived and reused has taken on a more significant role in how Caltrans utilizes electronic data. An understanding of when or when not to use certain electronic data needs to be increased.

To effectively and efficiently use electronic data, Caltrans has CADD standards to assist in achieving that goal. From time to time the CADD standards are modified to take advantage of new technology, streamline the workflow process and enhance the transferring of electronic data between functional units. These improvements affect Project Development Caltrans personnel, external partners and consultants. Attachments to this memorandum detail the changes being made at this time.

Please implement these changes immediately on all projects, unless it will jeopardize the delivery schedule of a nearly completed project. Please make sure that all personnel who help develop project plans (from all functional units) receive this memorandum.

For questions about the changes to the CADD Standards and changes to the CADD Users Manual, contact Jeff Kepley at CALNET 8-498-2572. For questions about changes to the Plans Preparation Manual and the Standard Plans, contact John Gizinos at CALNET 8-498-6306.

Attachments

- Attachment 1 – Description of Updates
- Attachment 2 – Naming Convention

c: Brian Mori – Structures Detailing Committee
Rebecca Harnagel – Office of Office Engineer
Kris Kuhl – Office of Office Engineer
Brian Lee – Office of Office Engineer
Ignacio Sanchez del Real – HQ Traffic Electrical
Rich Searcy – HQ Landscape Architecture
Glen Boulware – HQ Project Plans